

**NOTICE OF JOB ANNOUNCEMENT
CITY OF STEPHENVILLE**

POSTING DATE: September 9, 2014 **DEPARTMENT:**Community Development

JOB TITLE/CODE: Planner/GIS Coordinator

SALARY: \$3427 per month

BRIEF DESCRIPTION:

The **City of Stephenville** is currently accepting applications for the position of **Planner/GIS Coordinator**. Responsible for current and comprehensive planning initiatives through plat, site plan reviews and assisting with permitting. Responsible for maintenance and technical support for Geographic Information Systems (GIS) for the preparation of maps, aerial photos and data surveys. Prepare agenda packets and attend Commission meetings, conduct policy research and make recommendations as needed. Performs routine and complex technical work for planning, community development, environmental, or related programs and projects.

QUALIFICATIONS:

Bachelor's degree in planning, urban planning, geography, architecture, public administration or a related field. One-two years of specialized training or certification in GIS, computerized graphic design, computer systems, planning or drafting is highly desirable.

CLOSING DATE: Position Open Until Filled and May Close Without Notice

CONTACT: Applications available at City Hall, 298 W. Washington, Stephenville, TX 76401, or on-line at www.stephenvilletx.gov